

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.45 p.m. on Tuesday, 28<sup>th</sup> January 2020 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick

**Present:** Councillors C. Armitage, B. Hodge, D. Marchant, V. Marchant, B. Whitlock, T. Whitlock and C. Wickens

**In Attendance:** Mrs E. Reece (Clerk)  
Four members of the public

An audio recording was made of the meeting

*Meeting commenced 7.49pm*

1. **Apologies for Absence** – Apologies had been received from Cllr. Deacon and Cllr. T Whitlock was not present. Cllr. Armitage confirmed to the council that Cllr. K Tibbs and Cllr. P Tibbs have resigned and thanked them for their contribution to the council.
2. **Disclosure by Members of personal interest in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct** – Cllr. D Marchant disclosed an interest in item 8.5 LW/19/0809.
3. **Exclusion of the Press and Public** – None
4. **Questions or Statements by Members of the Public** – None

*Item 20 was brought forward*

20. **To consider email from David Strachan regarding verges and highway.** The council voted not to purchase the land at this time and agreed to approach East Sussex Highways to see if they would buy it. It was agreed in the event that highways would not buy it then the Parish Council will reconsider the matter. Clerk to contact East Sussex Highways.

*Two members of the public left the meeting*

5. **Report from Lewes District Councillor Roy Burman** – no report had been received and Cllr. Burman was not in attendance.
6. **Report from County Councillor Jim Sheppard** – no report had been received and Cllr. Sheppard was not in attendance.
7. **Approval of draft minutes of the Parish Council meeting held 26<sup>th</sup> November 2019** – these were approved.
8. **Planning:**
  - 8.1 Approval of draft minutes of Planning Committee Meeting 10<sup>th</sup> December 2019 and 14<sup>th</sup> January 2020 – these were approved
  - 8.2 Consideration of Planning Applications: -

LW/20/0001	<b>Brislands Jackies Lane</b> The proposed works include a small single storey side extension. All materials to match existing  It was agreed to make <b>no comment</b> on this application.
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- 8.3 **Approvals/Refusals etc.** – None

#### 8.4 Tree Works Applications –

**TW/20/0006/TCA 49 Church Road** – It was agreed to make *no comment apart from to object to the removal of T4 Cherry Tree*.

**TW/20/0007/TPO 18 Newlands Park Way** – It was agreed to make *no comment*.

**8.5 To consider attendance and representation at Lewes District Council Planning Committee LW/19/0809** – A draft speech was circulated to Councillors before the meeting. It was agreed with one minor amendment that Cllr. Wickens would read the speech at the LDC Planning Committee Meeting on the 29<sup>th</sup> January 2020.

**8.6 Update on Mitchelswood Farm appeal including agreement of representation (if any) to the Planning Inspectorate (deadline 6<sup>th</sup> February 2020)** – A draft response was circulated prior to the meeting. It was unanimously agreed subject to one minor amendment. It was agreed that the Clerk would contact LCD to enquire as to why no venue has been booked for the Mitchelswood Inquiry or the Hearing for 45 Allington Road.

**8.7 Update on Lewes District Local Plan if available** – Cllr. Wickens confirmed the review was complete and the plan is due to be adopted at the LDC full council meeting at the end of February.

**8.8 To consider review of Newick Neighbourhood Plan** – Cllr. Hodge stated that he supports reviewing the NNP but not this instant. Cllr. V Marchant stated that the Council need to put out to parishioners advising how well it has stood the test of time and she was happy to do a bit for March newsletter. Cllr. B Whitlock discussed the parishioner's perception of what the Parish Council do. Cllr. Wickens stated that she would like to include climate change in the NNP. It was unanimously agreed to review the current NNP in principle once the results of the Mitchelwood Inquiry were published and to add it to the July agenda of the Parish Council meeting.

*Two members of the general public left the meeting at 20.25*

**9. Clerk's Report** – To note report from Clerk including correspondence received in December 2019 and January 2020. –

This included;

- Key Person and Indemnity Insurance updated
- Feedback from Food Fair organisers regarding concerns over the future of the event
- Clerk annual leave and locum cover
- CILCA qualification being started 4<sup>th</sup> February
- Posts and paving on a272 quotes being sought

Additional items reported to the Council included;

- The Clerk reported that she has started the casual vacancy process for Cllr. K & P Tibbs' vacancies.

**10. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman.** – It was reported that the Clerk replaced the Parish Council mobile phone and instructed Newick Window Cleaning to remove a post at the cost of £20 in December. The Chair authorised both items before they occurred.

#### 11. Financial Matters:

**11.1 To authorise Schedule of Payments for January 2020 and arrangements for approving payments** – It was agreed Cllrs. Armitage and Thew would authorise the following payments;

## List of Payments made between 01/01/2020 and 31/01/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/01/2020	SPORTS PAVILION - Barclays C/A	VAT refund	136.41		VAT refund
31/01/2020	Barclays Debit Card	Top up	291.18		To up Debit card to £500
31/01/2020	Mrs E Reece	857107986	1,245.28		Clerk Salary
31/01/2020	HM Revenue & Customs	984759114	275.50		Tax & NI
31/01/2020	East Sussex Pension Fund	971937997	426.00		Clerk Pension
31/01/2020	SSALC Ltd	701069206	320.00		CILCA Support Programme
31/01/2020	Mrs M Firth	64430051	120.00		Newsletter delivery
31/01/2020	NACCA	239490382	18.00		Meet councillor hall hire
31/01/2020	Newick Window Cleaning	348600364	20.00		Post removal KGVPF
31/01/2020	Lewes District Association	981919940	18.00		Monthly play inspection
31/01/2020	SLCC Enterprises Ltd	205884921	350.00		CILCA registration fee
31/01/2020	D. Sankey Ltd	642049051	100.80		Mole Trapping Program
31/01/2020	Matmos Computer Systems	942040549	59.99		Matmos Computer Systems
31/01/2020	Telefonica UK Ltd	DD	16.20		Mobile phone
31/01/2020	Peter Howes	627238099	661.50		Handyman for Dec and Jan
31/01/2020	D. Sankey Ltd	955744581	100.80		Mole Trapping
<b>Total Payments</b>			<u>4,159.66</u>		

The following payments have already been made by debit card;

## List of Payments made between 01/01/2020 and 31/01/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/01/2020	Amico Packaging Leicester LTD	DC	4.50		APM supplies
20/01/2020	Wow party	DC	3.68		APM Supplies
23/01/2020	WEL Medical Ltd	DC	192.00		Battery for VHall Defib
23/01/2020	WEL Medical Ltd	DC	79.08		2 replacement pad defib
<b>Total Payments</b>			<u>279.26</u>		

**11.2 To receive statement of performance against budget as at end December 2019** – this was received with no issues. The Clerk made the council aware that during this busy period she was working more than 23 hours per week and any overtime would continue to be taken as time off in lieu during the school holidays.

**11.3 To consider grant applications received (S. 137 LGA 1972) (if any)** – none received

**11.4 To agree draft minutes of Finance & General Purposes Committee 10<sup>th</sup> December 2019** – These were approved

**11.5 To consider policies reviewed in December F&GP meeting** – Draft policies were circulated prior to the meeting and one minor amendment was agreed for the Risk Management Policy. Policies for Preventing Illegal Working and Bullying and Harassment were agreed.

**11.6 To agree process for reviewing large number of policies due for update** – 12 policies were shared amongst the Councillors and it was agreed that they would review before the F&GP committee in March. Clerk to email original policies.

**11.7 To consider quotes obtained by village handyman for equipment** – It was agreed to purchase the strimmer and leaf blower at £129 per item subject to the Clerk ensuring a risk assessment was completed, protective equipment was worn, a sign advising work was being undertaken displayed and that it was

established how diesel was going to be paid for. Storage out of season and servicing will also be discussed with Mr Howes, as well as Rootz using the equipment on workdays when needed.

## **12. Environment & Recreation:**

- 12.1** To agree draft minutes of Environment & Recreation Committee 14<sup>th</sup> January 2020 – These were approved with two minor amendments.
- 12.2** To consider Spring Clean Saturday 4<sup>th</sup> April 2020 – Cllr Thew advised the council about a national campaign, Keep Britain Tidy. The Council agreed to the date and the Clerk is to contact Thomas Broad for equipment and no clarify what funding is available. Cllr. Thew also advised that Costa coffee has been approached to ask for support, but no reply has been received.
- 12.3** SPMC update – Cllr Thew advised that she would be attending the next meeting on Tuesday 4<sup>th</sup> February 2020.
- 12.4** To consider request from VE75 celebration committee to close small Car Park at KGVPF as Manwaring Robertson field will be used for parking – This was approved with the Clerk to enquire about disabled parking.

## **13. Committees' and Councillors' Reports:**

- 13.1 VHMC** – Cllrs. B Whitlock & T Whitlock. To include agreement of named Councillor with voting rights on VHMC.- It was agreed that Cllr. B Whitlock would have voting rights on VHMC.
- 13.2 Newick Rootz** –Cllr. Wickens reported that the local wildlife site should happen in April. At the most recent workday Footpath 16 was worked on. There has also been some examination of V Styles near Double Barn Farm with regards to their width.
- 13.3 Meet the Council event 17<sup>th</sup> January 2020** – Cllr. Thew thanked the Council for their support but confirmed that only a handful of parishioners attended. It was discussed having a Friday night summer evening at the Cricket Club for the next event.

**14. To agree Annual Parish Meeting speakers and format** – A draft agenda has been circulated. It was agreed to invite Clubs and Societies to share something to celebrate or major announcement for this then to be projected on a loop at the meeting. Clerk to contact speakers to recommend five minutes each and to post on social media inviting 'volunteer of the year' nominations. It was agreed that the input for the Chairmans report would be in by end of February to the Clerk.

**15. To reconsider membership of CPRE following advice from SALC** – The parish council decided to continue membership with CPRE regardless of SALC advice. The Clerk strongly recommended that membership was not renewed however it was agreed to renew the subscription.

**16. Speedwatch** – Cllr. Armitage confirmed no further volunteers had come forward and therefore the project could not go ahead and would not be on the agenda going forward.

**17. To agree articles and content for the revised version of the Newsletter** – It was agreed the Chair and Committee Chairs would submit their articles by 7<sup>th</sup> February. It was also agreed Cllr. V Marchant would compose a piece about the current NNP as above. Each quarter will have a spotlight on a Club or Society. Names were drawn from a hat and this year would be Terrie Galpin Brownies, Horticultural Society, Cinema Club and Stitchers of Newick. Each quarter will have a spotlight on a local business. Names were drawn from a hat and this years would be Newick Windows and Conservatories, The Butchers, Jennifer Hastings Hairdressers and Southern Events. A reserve name was also drawn (The Bull). The Clerk will contact a club and business each quarter for an article.

**18. To agree who will prepare the next informal update to be posted on social media** - It was agreed Cllr Hodge would prepare a statement.

**19. To consider email from Weald Museum (Katie Jardine)** – it was agreed to take no action and the email was noted.

**20. To consider email from David Strachan regarding verges and highway** – this item was covered earlier in the meeting.

**21. To consider drafting new policy for communication to Parishioners (prompted by land sale in Oldaker and surrounding areas)** – Cllr. T Whitlock was not in attendance and it was agreed to add this to the next agenda.

**22. To consider email from Maresfield Parish Council regarding A22 safety** – It was agreed that the clerk would post on social media asking for feedback, the Clerk will draft a response to Maresfield Parish Council and contact the County and District Councillors

**23. Items for next agenda -**

Communication Cllr T Whitlock  
Funding sports pavilion – March F&GP

*The meeting closed at 9.43pm*

Signed.....Chairman

Date.....

Mrs E Reece, Clerk to the Council  
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